



APPROVED

THE THIRD MEETING OF THE 2016/2017 BOARD OF DIRECTORS
of the Lower Island Soccer Association (LISA) was held at 19:15 hours on:
9 August 2016
Lower Island Soccer Association Office
ESQUIMALT, BC

Present:

Tim Satterford	<i>President</i>	Tara Kennedy	<i>Director</i>
Bob Nex	<i>Vice President</i>	Terry Hughes	<i>Director</i>
John Kilbank	<i>Director</i>		
Linda Pakos	<i>Director</i>	Scott Farquhar	<i>Secretary</i>
Andrew Latham	<i>Head Coach</i>	Karen Hood-Deshon	<i>Executive Director</i>

Regrets:

Eric Erikson	<i>Treasurer</i>	John Charlton	<i>Director</i>
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Special Guest: Cheryl Rothnie

Linda Pakos invited Cheryl Rothnie to attend this board meeting as a potential board member

- Cheryl introduced herself to the board and is very interested in becoming a board member

Recording Secretary: Karen Thompson

The meeting was called to order at 19:10 hrs.

1. ROLL CALL & APPROVAL OF AGENDA:

Motion: To adopt the Agenda by L Pakos 2 nd T Hughes	<i>Carried</i>
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2. Approval of the Board Meeting Minutes

Motion: To approve the minutes of Board meeting #1 by S Farquhar 2 nd B Nex	<i>Carried</i>
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Motion: To approve the minutes of Board meeting #2 by S Farquhar 2 nd T Kennedy	<i>Carried</i>
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ACTION ITEMS

1. ED Hood-Deshon to follow up with Highlanders money owed via the court system
PAPERWORK HAS BEEN FILED WITH THE COURTS – DONE
Lower Island and the Highlanders have settled the matter.
2. Constitution amendment needs to be written up to change the wording regarding the annual audit – BC Soccer AGM's decision that at minimum a Notice to Reader is to be done by all clubs and districts annually, for updating at LISA AGM in May

NEW BUSINESS

Office Report (KHD)

- Grandparent requests



- 6 grandparent requests were presented
 - All meet the grandparent criteria

Motion: *To approve the 6 grandparent requests by B Nex 2nd J Kilbank* *Carried*

- Pooling Request
 - Bays/Peninsula Juan de Fuca/Sooke have requested to pool at a Boys U18 VIPL team
 - All clubs have approved this request
 - LISA does want this team in the league

Motion: *To approve this pooling by B Nex 2nd L Pakos* *Carried*

- Changes to Chapter 3, U13 retreat line
 - At the BC Soccer AGM, LISA's request for a retreat line at U13 was approved

Motion: *To approve the changes to Chapter 3 regarding the retreat line by B Nex 2nd L Pakos* *Carried*

- Standings program
 - Karen HD has been in contact with a number of companies both in Canada and the US regarding their online standings programs
- VI Wave survey
 - A new VI Wave newsletter has been created
 - The first one contained a survey monkey
 - Unable at this time to print off the answers to the survey however everything appears to be acceptable complaints, as in requests for increased communication to families
 - Newsletter will be published at the beginning and end of the mini season and at the beginning and end of the regular season
- Return to play policy
 - LISA has been asked to develop a return to play policy for all injuries
 - Currently there are a lot of policies regarding concussion procedures but nothing for other illnesses such as mono, diabetes, asthma, etc
 - There is nothing posted to BC Soccer but it is felt that other sports will have their policies posted to their websites and maybe we can learn from them rather than start from scratch
- Tournament Application/Sanctioning for Western Canada RUSH Soccer Academy
 - This is a tournament for U8 to U12 players
 - It is believed that since PLAY (Oak Bay FC) were unable to get their name changed in time for the tournament, RUSH has stepped forward for them to use their associate membership for this tournament application

Motion: *To approve the signing of this application by J Kilbank 2nd S Farquhar* *Carried*

TECHNICAL REPORT (AL)

- Learn to Train course was held at Blue Heron with 22 people taking the course
 - Ben Hooks can now instruct these courses
- C Licence course will run Dec 17/18 and Jan 7/8



- Learn to Train will be held at the same time as the December portion of the C Licence
- Soccer for Life will be held at the same time as the January portion of the C Licence in January
- There could be a fee structure coming out from BC Soccer wherein they will charge a flat fee for courses and it won't matter how many participants are involved.
- BCSPL
 - Starts up this week with 10 teams in the BCSPL and 2 teams in the adult leagues
 - At the last two Presidents meetings, Barrie Keefe requested that technical directors get more involved in the BCSPL selection
- VIPL
 - The attached VIPL proposal was discussed
 - It was developed by Derek Trimmer (Bays)
 - The document will be presented by Derek at the President's Meeting next week
 - All players wanting to be assessed to play VIPL will register through LISA for assessments and will then be separated into teams to create balanced leagues
 - All players will then officially register and pay within their own clubs
 - The Presidents will have to decide at the January President's meeting on whether to proceed with VIPL or go back to gold for the 2017/2018 season
 - A committee with a rep from each club will be drawn
 - This committee will make a presentation to the club presidents at the January President's Meeting for a vote on the future of the VIPL

PRESIDENT'S MEETING

- Gorge has some concerns about U18 girls
 - Will bring questions to the President's meeting
- Meeting will be held on August 16th starting at 6:30 in the new Prospect Lake clubhouse beside Layritz Park
 - 8 board members are going to try to attend

INTAKE FESTIVAL

- The VI Wave U13 Intake teams will be hosting the BCSPL Intake festival on September 10th and 11th on the turf fields at UVIC

OTHER

- Ashley Cathro, former VI Wave and Prospect Lake player, has been picked up by the U17 National Team
 - She will be moving to Vancouver in the summer to join the Whitecaps Residency Program
- John Kilbank mentioned that there will be a number of full field and small field referee and refresher courses coming up
 - Number of changes to the laws of the game this year
 - Al Moir is the District Referee Development Officer
- Karen HD mentioned that BC Soccer is looking for someone from LISA to join the membership committee
 - Currently LISA has 3 board members on BC Soccer committees



ADJOURNED: 8:22

ACTION ITEMS

1. Head Coach to send VIPL proposal to VIPL Committee members Andy Harward, Jeremy Mannall-Fretwell and Dave Johnson on August 10th and then to the clubs on August 11th DONE
2. Derek Trimmer, Bays, to present VIPL Proposal to the Presidents on Aug 16th DONE
3. Executive Director to discuss standings program with Soccer Registrar in the off-season. DONE
4. Head Coach and Executive Director to present the VIPL proposal at the August President's Meeting DONE
5. Executive Director to follow up with BC Soccer to obtain the criteria for Associate Membership Applications DONE – NEW FORM INCORPORATED CRITERIA
6. Technical Director to follow-up with Keith Ryan regarding coaching conference Have had no response to date
7. Executive Director to research Return to Play Policy DONE
8. Board members to attend President's Meeting DONE
9. Board members to attend BC SPL Intake Festival DONE



DRAFT to Andrew July 28, 2016

VANCOUVER ISLAND PREMIER LEAGUE PROPOSAL **FINANCES AND OPERATIONS**

INTRODUCTION:

The object of VIPL is to provide a Tier 2 League for Vancouver Island, consistent with the organization and LTPD models of the CSA and BCSA. VIPL is organized cooperatively by UISA and LISA, and is recognized and supported by the BSCA. For Lower Island, VIPL was implemented based on direction of its members. Following direction from the Presidents Committee, LISA has prepared and distributed (June newsletter) a proposal for reconfiguring VIPL teams in Lower Island. The Proposal is aimed at addressing a wide range of concerns, and dissatisfaction among the Clubs.

The Proposal is based on a 3-zone model for VIPL teams for LISA. It contains the framework and principles for governance (structure and purpose of several Committees), team formation, and financing. Under the Proposal, teams would be organized centrally, facilitated by LISA. Players would be members of, and pay fees to, their home Club; and some operating resources would be provided by the Clubs. There would be a separate additional VIPL fee paid by players to LISA, to cover direct VIPL costs.

The Proposal, as distributed, was accepted by the Presidents Committee as a basis of moving forward. The next step is to define, in more detail, the financial and operational considerations for the proposed reconfiguration, which is the purpose of this document. NOTE: the idea of a transition to phase-in divisions to the new VIPL organization is not accounted for here.

KEY PRINCIPLE:

For the purpose of the VIPL operations, the most important principle in the Proposal is that the operational resources provided by the Clubs should be roughly in proportion to the numbers of players that come from each Club. This is a principle of Fairness, and ensuring that VIPL does not undermine the financial base of a particular Club.

This Principle will be met by determining, at the beginning of each season, the distribution of players from the different Clubs. That distribution will be used as the guide for assignment of operational resource responsibilities for that season.

NUMBER & DISTRIBUTION OF PLAYERS:

The number of VIPL players that come from each Club cannot be accurately anticipated in advance. However, it is useful to take a look at some information to see how the distribution might work.

HOW MANY VIPL PLAYERS WILL THERE BE?

- 16 players per Team.



- 8 Divisions (Boys and Girls U14, U15, U16, U18).
- 3 Teams from Lower Island in each Division.

Total Players: $16 \times 8 \times 3 = 384$ [48 Players per Division]

HOW MANY VIPL PLAYERS FROM EACH CLUB?

The exact number of players from each Club will vary between divisions, and from year to year. That is why the each season will need to be looked at based on the distribution of the VIPL players selected.

The following Table shows the percentage of all Lower Island U13-U18 players that came from each Club last season. [NOTE: this excludes BCSPL players, who are not registered with their home Clubs].

TABLE 1: 2015-16 Distribution of Registered Youth Players

CLUB	TOTAL No. Of Players U13-U18	% of Total LISA Players by Club
Bays	500	18.5%
Cowichan	409	15.1%
Saanich	369	13.6%
Juan de Fuca	358	13.2%
Gorge	320	11.8%
Lakehill	212	7.8%
Peninsula	170	6.3%
Sooke	137	5.0%
Prospect Lake	132	4.9%
Salt Spring	102	3.8%
Total	2709	100%

If the distribution of VIPL players matched the Club registrations in 2015-16, then the number of VIPL players from each Club would be as follows:

TABLE 2: VIPL Players based on 2015-16 Distribution of Registered Players

CLUB	% of Total LISA Players by Club	No. of VIPL Players by Club
Bays	18.5%	71
Cowichan	15.1%	58
Saanich	13.6%	53
Juan de Fuca	13.2%	51



Gorge	11.8%	45
Lakehill	7.8%	30
Peninsula	6.3%	24
Sooke	5.0%	19
Prospect Lake	4.9%	19
Salt Spring	3.8%	14
Total	100%	384

LISA does not have the actual numbers for last season's VIPL players from each Club. However there would likely be some variation from the above numbers, mainly because not all Clubs entered teams in all divisions, and the inconsistencies of teams with pooling and transfers.

This is not the distribution that would be used for a specific season – that would be based on the actual distribution of players as known after team selection. But this %age breakdown can be used as starting point to think about the distribution of operational resources provided by the Clubs to support VIPL.



RESPONSIBILITY FOR OPERATIONAL RESOURCES - OVERVIEW:

The operational resources required for VIPL are listed on the following Table, identifying the division of responsibility between VIPL (as facilitated by LISA) and the Clubs (collectively):

Table 3: Overview Of Club vs VIPL Responsibilities

OPERATIONAL ITEM	RESPONSIBILITY		NOTES
	CLUB	VIPL	
Overall VIPL Schedule		✓	LISA and UISA develop Schedule for season.
Fields: Games	✓		Clubs provide fields and game officials on basis of pre-agreed schedule.
Fields: Practices	✓		
Referees + AR's	✓		
Coaches	✓	✓	Coaches come from Clubs, but Coach honorarium comes from VIPL.
Team Equipment: <ul style="list-style-type: none"> • Game balls • Practice balls • Cones+Pinnies 	✓		Clubs 'loan' equipment to VIPL teams for the season.
Team Game Kit: <ul style="list-style-type: none"> • Jerseys • Shorts / socks 		✓	Loaned to players for the season (or purchased by players - socks, eg)
Player Training Kit		✓	Possibly VIPL, or individual player, responsibility.
Coach Kit		✓	As needed.
Administration		✓	If any fee is to be charged.
BC Soccer Player Fee	✓		No change from current situation.
Club Team Fee		✓	\$75 per team? To be confirmed.

More detail on each of these Operational Items is given in the following section.



RESPONSIBILITY FOR OPERATIONAL RESOURCES - DETAILS:

OVERALL SCHEDULE:

LISA and UISA will develop the complete schedule for the season:

- (Assume) 3 teams from LI + 2 from UI in each Division.
- (Assume) 4 complete rounds of play:
 - 16 games per team per season (8 Home, 8 Away).
- Game days / times are pre-set (as per current VIPL).
- Maximum no. of Home games for LI teams per weekend:
 - 2 per Division / 16 per weekend
 - not accounting for doubleheaders.
- For season, Total number of Home games = 192.

In developing the schedule, the LI Home games can be spread evenly from weekend to weekend.

FIELDS: GAMES:

Once the overall schedule is completed, all Home games for Lower Island teams will be assigned a 'host' Club. This will be done on the basis of the %age distribution of players from Clubs as selected for the season. It may also be done on a Division basis: eg Gorge will host all Home games for BU16 division.

For background, it is useful to look at the total number of VIPL games last season, with the numbers taken from the VIPL website schedule:

Table 4: 2015-16 Season: VIPL Game Fields

CLUB	VIPL GAMES HOSTED: 2015-16	% OF TOTAL GAMES
Bays	27	10%
Cowichan	36	14%
Saanich	84	32%
Juan de Fuca	41	15%
Gorge	45	17%
Lakehill	25	9%
Peninsula	8	3%
Sooke	0	-
Prospect Lake	0	-
Salt Spring	0	-
Total	266	100%

NOTES: Includes turf and grass fields; some divisions had more than 3 LI teams; Saanich had 2 teams in U18; Some Clubs did not have teams in all divisions.

In total, there will be 192 Home games to assign to specific Clubs. The following Table shows distribution of the 192 games based on the %age of registered players shown in Table 1.



Table 5: Potential Distribution of Fields for Home Games

CLUB	%AGE of Players by CLUB	Distributed by: %age
Bays	18.5	35
Cowichan	15.1	29
Saanich	13.6	26
Juan de Fuca	13.2	25
Gorge	11.8	23
Lakehill	7.8	15
Peninsula	6.3	12
Sooke	5.0	10
Prospect Lake	4.9	10
Salt Spring	3.8	7
Total	100	192

Again, the actual numbers of games assigned to Clubs would be recalculated once the distribution of selected players is known.

There is a (policy) question as to whether VIPL games should always be played on turf fields. If it is decided that all VIPL games should be on turf, then the games assigned to those Clubs without turf will need to be reassigned to Clubs that do. This would have the implication of increasing the financial burden on those Clubs that host the additional games disproportionate to the distribution of players. A mechanism would be designed to address this.

GAME OFFICIALS:

The Club assigned to provide the field for each Home game will also provide the game officials. Fees will be paid by the Clubs, based on their own fee structure. The VIPL Oversight & Policy Committee may establish required levels of qualification for VIPL games, and/or determine a list of referees nominated by the Clubs.

FIELDS: PRACTICES:

Likely the easiest approach will be for each LI team to be assigned a 'host' Club for the purpose of providing practices fields. Assumed that only turf fields will be assigned for practices.

EQUIPMENT:

Same as for practice fields.

COACHES:

It is expected that Club coaches will be used for VIPL teams. Likely the Clubs will provide the names of potential coaches to the VIPL Technical Operations Committee who will select & assign coaches to teams.

An honorarium of \$2,400 for VIPL coaches is proposed, to be paid by the VIPL.

The VIPL Oversight & Policy Committee may establish required levels of qualification for VIPL

GAME & PLAYER KIT:



Game jerseys will be provided / paid for by the VIPL. Different jerseys will be required for each of the 3 zones (8 teams per zone). Design of the jerseys can perhaps reflect the Clubs within each zone, through colours and/or logo. Jerseys will be loaned to players for the season. A deposit could be considered as a requirement.

Jerseys can be expected to last several years – suggested 3 years. VIPL fees can be structured to recover the up-front cost over that 3-year period. The up-front costs could possibly be paid by LISA (subject to LISA approval), and recovered over the 3 years.

Game shorts & socks are suggested to be provided by VIPL – would be retained by players.

Player training kit (training shirt, jacket, bag, etc.) as determined, can be provided through LISA, but would be paid for by players (over and above the base VIPL fee). Estimated cost of \$225 per player.

COACH KIT:

To the extent that kit is required for coaches, it would be paid by VIPL.

ADMINISTRATION:

LISA will necessarily be providing some administrative services in its role as facilitator of the VIPL on behalf of the Clubs. For example, LISA would manage a player database, organize assessments, host meetings, etc.

LISA will need to consider the extent of these services and of some cost-recovery. Any administration costs paid to LISA will be paid by VIPL.

BC SOCCER PLAYER FEE:

As with the current VIPL, each Club will remit the LISA / BCSA player fees for VIPL players, since they will be registered individually with the Clubs.

CLUB TEAM FEE:

To Be Determined - \$75 per team?

VIPL BUDGET AND FEES:

Based on the above, the following (estimated) costs are directly attributable to VIPL:

Table 6: Basic Draft Budget: VIPL Cost Responsibilities

ITEM	UNIT COST (\$)	NUMBER	TOTAL (\$)	COMMENT
Coach Honorarium	2,400	24 (1 per team)	57,600	
Game Jerseys	70	384 (1 per player)	8,960	Per year for 3 years.
Game Shorts / Socks	25	384 (1 per player)	9,600	
Coach Kit	420	24 (1 per team)	10,080	As needed.
Administration		For Season	5,000	Arbitrary estimate.
Club Team Fee	75	24	1,800	? To be confirmed.
TOTAL			93,040	

For the 384 players, this calculates to \$242.29 per player.



VIPL Player Fee: \$250.00

Additional player cost: Player kit: \$225

Player also registers / pays registration fee to home Club.
